



JOB VACANCY-MAINTENANCE TECHNICIAN

The Maintenance Technician supports the Maintenance Manager in the maintenance and repair of the physical assets and systems owned by E-IDCOT, including the Cove Eco-Industrial and Business Park (CEIBP), as well as any project sites/facilities.

Main Duties and Responsibilities

1. Works closely with consultants and contractors involved in the maintenance and repair of facilities and systems on behalf of E-IDCOT.
2. Attends to tenant-generated work requests in a timely fashion, as assigned.
3. Recommends and implements improvements to preventive maintenance programmes on an on-going basis.
4. Quickly responds to all emergency situations (fire, evacuation, equipment failure etc.) at any time of day, making assessments and coordinating with the HSSE Unit and relevant authorities.
5. Assists in the oversight of all building systems including fire/life safety, energy management system, plumbing, HVAC, and electrical.
6. Works closely with the HSSE Unit to practice proper work methods, techniques, and compliance with applicable standards and specifications, enforcing safety regulations to ensure compliance in providing a safe environment for staff, faculty, contractors, visitors, and students.
7. Ensures that various sites and facilities under the Company's control are kept in clean and hygienic condition.
8. Supports the implementation of operational systems, procedures and policies which assists the Maintenance and Repair functions.
9. Supports and champions the pursuits of the Company's goals and objectives and effectively supports other units in the achievement of their targets.
10. Complies fully with the Company's policies and procedures and adheres to the Company's Core Values and Code of Business Conduct by daily demonstration of associated behaviour.
11. Performs any other duties as required by the job function.

Education and Job Experience

1. Certificate in Facilities/Building Management or Civil/Electrical Engineering or a related discipline; and
2. Minimum 3 years' experience in a similar role.
3. Certification from a recognized Facilities Maintenance organization will be considered an asset.

Any other combination of qualifications and experience.



Knowledge, Skills and Abilities

1. Good network amongst utilities and state agencies.
2. Good international business network including investor contacts in international markets.
3. Project Management Skills.
4. Knowledge of facilities management and project management.
5. Knowledge of maintenance contracts administration.
6. Ability to maintain a flexible work schedule and to work well under pressure.
7. Ability to multi-task and manage time effectively.
8. Good negotiation and deal making skills.
9. Self-motivated.
10. Excellent interpersonal, networking and conflict resolution skills.
11. Excellent technical writing, verbal and presentation skills.
12. Committed to working independently and as a team member.

Instructions for Applicants

Applications **must** be submitted via **email** to careers@e-idcot.co.tt and should include a cover letter and detailed Curriculum Vitae addressed to:

The Human Resources Department
Eco-Industrial Development Company of Tobago (E-IDCOT) Ltd
Isaac T. McLeod Building, Cove Eco-Industrial and Business Park
Canoe Bay Road, Cove Estate, Tobago.

The cover letter and email subject **must** state the position being applied for and copies of all educational certificates **must** be attached.

Applications are to be **emailed** no later than **4.00 p.m.** on **Thursday 14th May 2026**. Late or incomplete applications will not be considered.

We thank all applicants for their interest; however, only shortlisted candidates would be contacted.